

# LOCAL AGENCY FORMATION COMMISSION COUNTY OF SAN BERNARDINO

175 West Fifth Street, Second Floor, San Bernardino, CA 92415-0490  
• (909) 387-5866 • FAX (909) 387-5871  
E-MAIL: [lafco@lafco.sbcounty.gov](mailto:lafco@lafco.sbcounty.gov)  
[www.sbclafco.org](http://www.sbclafco.org)

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**DATE:** May 9, 2003

**FROM:** KATHLEEN ROLLINGS-McDONALD, Acting Executive Officer

**TO:** LOCAL AGENCY FORMATION COMMISSION

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**SUBJECT: AGENDA ITEM 7A – REVIEW AND ADOPTION OF FILING FEE  
SCHEDULE FOR FISCAL YEAR 2003-04**

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## **RECOMMENDATION:**

1. Certify that the proposed revisions to the Schedule of Fees and Charges are statutorily exempt from the provisions of the California Environmental Quality Act and instruct the Clerk to file a Notice of Exemption within five days;
2. Adopt the Schedule of Fees and Charges, as modified, effective June 1, 2003; and,
3. Adopt LAFCO Resolution #2772 reflecting the Commission's determinations.

## **BACKGROUND:**

At the April hearing, the staff presented the Commission with its recommendation for minor changes to be made to the existing Fee Schedule. In the interim between hearings, an additional fee category has been proposed for an incorporation effort. The fee relates to the now required "Comprehensive Fiscal Analysis (CFA)" to be completed by LAFCO following the official filing of an application for incorporation. This requirement has not been addressed in previous fee schedules and should be clarified prior to the filing of any such application.

The staff is proposing that a \$7,500 deposit be required at the time of application filing, with the notation that all costs associated with the CFA shall be borne by the applicant. This is the same standard imposed by the Commission for the deposits required for environmental processing, for landowner/registered voter notice, etc. The balance of the amendments are those outlined at the April hearing and are unchanged at this time. Those changes are:

1. A clarification of the out-of-agency service contract provisions where a \$2,000 charge will apply.
2. A new charge for filing a Notice of Exemption with the County Clerk of the Board's office (\$25.00).
3. A change under Miscellaneous Charges to show that we will begin to charge the reproduction fee after 10 copies (\$1.00 in charges) rather than 5.

A copy of the proposed Fee Schedule has been provided to each of the independent Special Districts, the Cities and Towns, and to the County. No expressions of either concern or support have been received by the May 8<sup>th</sup> deadline; however, if comments are received prior to the hearing, they will be provided to the Commission.

The staff recommendation is that the Commission adopt the modified Fee Schedule providing for an effective date of June 1, 2003.

/KRM

Attachments:

1. Modified Schedule of Fees and Charges
2. Environmental Determination
3. Draft Resolution #2772